



## *New Jersey Office of the Attorney General*

Division of Consumer Affairs  
Board of Pharmacy  
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### **Request for Pharmacy Remote Processing Pilot**

Please submit the following information to support your request to have one or more pharmacists or pharmacy technicians work remotely. You must agree to meet and adhere to specified conditions to ensure the safeguarding of protected health information for your patients.

The tasks to be performed by the pharmacist would be limited to administrative and clinical functions such as prescription order entry, drug utilization review, identification of allergies, patient counseling, and final verification of prescriptions.

Pharmacy technicians may only perform duties as defined in N.J.S.A. 45:14-80 ; their duties cannot be expanded beyond the current scope of practice.

The Board expects that the same standard of care will be provided by those licensees working remotely as those working within the pharmacy. Storage or dispensing of prescription medications are NOT permitted at the remote location. The Board requires assurance that any remote work area would provide security and privacy for all patient identifiable health information and that all HIPAA requirements would be satisfied. As a reminder, a pharmacist must be present at the brick and mortar pharmacy if any business is being conducted at that location.

The pharmacy should supply complete, detailed responses to the following points:

- Rationale for the temporary Pilot (quarantine, childcare, other)
  
  
  
  
  
  
  
  
  
  
- Identification of the “Home” pharmacy, and RPIC responsible for the pilot

- Remote site location & identification for each of the pharmacists and pharmacy technicians (including license/registration numbers) who would be participating in the pilot
- Description of types of functions the remote pharmacists and pharmacy technicians would be performing
- Description of how supervision of pharmacy technicians working remotely would be accomplished
- Description of the remote work setting, including but not limited to the workspace description and description of the technology used to allow the pharmacists and pharmacy technicians to securely access the pharmacy's computer system
- Policy for securing patient information, in both electronic and hardcopy format

- Privacy controls if audio/visual tools will be used
  
- Policies and Procedures for this work arrangement that must be agreed to by the participating pharmacist and the RPIC overseeing the pharmacy

Your request will be reviewed via an expedited process, and you will be notified via email of the status of your request.

Thank you

A handwritten signature in black ink, appearing to read 'Anthony Rubinaccio', with a stylized flourish at the end.

Anthony Rubinaccio, RPh  
Executive Director  
New Jersey Board of Pharmacy